

14th April 2021

Mr Daniel Stonard
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Information Rights & Compliance Team
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Our Ref: FOI/03952

Dear Daniel,

Thank you for your request for information regarding Records Digitisation.

Your request was received on 07/04/2021 and we are dealing with it under the terms of the Freedom of Information Act 2000.

In some circumstances a fee may be payable and if that is the case, we will let you know. A fees notice will be issued to you and you will be required to pay before we will proceed and deal with your request.

If there is anything you need clarification on, please do not hesitate to contact me.

Yours sincerely

Dean Maberly

Information Rights & Compliance Team

